



## **PEPIN MIDDLE & HIGH SCHOOL CO-CURRICULAR CODE**

Participation on Pepin Area School District's athletic teams and co-curricular activities is an integral part of the Pepin School experience and is a privilege that should elicit great pride in both the student and his/her family. While our number one goal as a school district is to provide a sound academic foundation for all of our students, athletic and co-curricular activities provide unique opportunities for students to promote their mental, physical, social, and emotional development. By providing strong athletic and co-curricular programs, Pepin Area School District extends the opportunity to enrich the mind and body to any student who meets district, Wisconsin Interscholastic Athletic Association (WIAA), and other applicable governing bodies' requirements. Like anything of value, it comes at a price. That price is a commitment from the participant to follow established rules. Student-athletes and co-curricular participants who comply with the Code of Conduct demonstrate a commitment to dedicate themselves to self-improvement as well as to enhance the best interests of fellow teammates, advisors/coaches, and their school. If accepted, this privilege carries certain responsibilities, and this code presents these responsibilities.

### **GOALS**

Athletics and co-curriculars are an integral part of our educational program. It provides opportunities for learning experiences difficult to duplicate in other school activities. Pepin School's athletic and co-curricular activities have the following goals:

1. To develop leadership skills and responsibility.
2. To show team spirit, encourage others, and contribute to good morale.
3. To be fair and treat others as one wishes to be treated.
4. To provide activities through sports for learning self-discipline, loyalty, team play, personal pride, respect for the rights of others, and the desire to compete to the best of one's ability.
5. To treat all persons respectfully regardless of individual differences; to show respect for legitimate authority (e.g., coaches, officials, captains).
6. To accept responsibility and to set a good example for teammates, peers, younger students, fans, and the school community.
7. To understand the necessity of abstaining from the use of alcohol, tobacco, and other substances in order to achieve the positive benefits of interscholastic athletics and achieve personal best.
8. To help student-athletes realize that participation in interscholastic athletics is a privilege with accompanying responsibilities.

### **ELIGIBILITY for ATHLETES**

These Rules of Eligibility are established by the Wisconsin Interscholastic Athletic Association (WIAA) and are supplemented by Pepin School District's rules. To be eligible, students must:

1. Be enrolled in the Pepin Area School District as a full-time student.
2. Have a current physical exam form or alternate year card to participate in athletic activities as determined by a licensed physician. The physical exam form must be completed every other year, with April 1st as the earliest day of the examination. The alternate year card with a parent or guardian signature is used in the second year.
3. Complete an emergency medical form each year.
4. Attend a mandatory athletic Code of Conduct meeting with a parent/guardian prior to the start of the season.
5. Have a signed Parent-Athlete WIAA Rules of Eligibility Sign-off Form.
6. Sign the Athletic Code of Conduct contract, along with your parent(s), prior to the start of the practice season.
7. Be cleared of any equipment responsibility incurred from participation in a previous sport.
8. Completed a concussion baseline test prior to the start of practice.



### **WIAA RULES and REGULATIONS for Athletic Participation**

1. An athlete must meet school and DPI requirements to be defined as a full-time student.
2. An athlete must remain in good academic standing in order to compete in any sport.
3. An athlete must be an amateur in all recognized sports of the Wisconsin Interscholastic Athletic Association in order to compete in any sport.
4. An athlete may not receive reimbursement for play in the form of salary, cash, or merchandise.
5. An athlete may not accept merchandise awards such as jackets, sweaters, watches, rings, balls, etc.
6. An athlete may not permit the use of his/her name, picture, or personal appearance as an athlete in the promotion of any commercial endeavor.
7. An athlete may not play in a contest under a name other than his/her own.
8. An athlete may not play in a non-school contest at the same time that he/she is a member of a school team in that sport.
9. An athlete shall be suspended from interscholastic athletics (competition) for acts at any time (including summer) involving buying, selling, use, and/or possession of alcohol, tobacco, or other drugs.
10. An athlete may not compete if she/he become nineteen (19) before August 1 of any school year.

Note: A complete list of WIAA guidelines and procedures for review is available online at <http://www.wiaawi.org/index.php?id=631>.

### **RESPONSIBILITIES**

It is important to understand that participating in athletic and co-curricular activities is a privilege and not a right. You are also expected to share in the responsibility for such an opportunity that is provided, which shall include:

**Responsibilities to You:** The most important of these responsibilities is to broaden and develop the strength of character. You owe it to yourself to derive the greatest benefit from your high school experiences, to live a healthy lifestyle, and to respect your health both physically and mentally at all times.

**Responsibility to Your Academic Studies:** Your academic studies and your participation in athletic activities prepare you for your life as an adult. Athletics and co-curriculars, while very important to young people, are only a small part of life.

**Responsibilities to Your School:** Another responsibility you assume as a team member is to your school. Pepin Schools cannot maintain their position as having outstanding schools unless you do your best in the activity in which you are engaged and are a good role model. Other students and faculty are watching you. They know who you are and what you do. Make them proud. Be an example. Do not do anything to let them down.

**Responsibility to Your Community:** The community and school tax monies make athletic and co-curricular activity experiences possible. For that reason, we must remember that we hold a clear and paramount responsibility to our community. You assume a leadership role when you are involved with a sport. The student body and citizens of the community know you. You are very visible with the spotlight on you. The student body, the community, and other communities judge our schools by your conduct and attitude, both on and off the field. Because of this leadership role, you can contribute significantly to school spirit and community pride. Our desire is that our students are *1st Class*, not for the fact that we win, but rather that we are known as a program of character, excellence, and pride whose individuals demonstrate Respect, Responsibility, Integrity, and Courtesy. Make fans and spectators proud of you, your school, and your community by your consistent demonstration of these ideals.



**Responsibility to Others:** As a team member, you also bear a heavy responsibility to your home. If you never give your parents anything to be ashamed of, you will have only just begun to measure up. When you know in your heart that you have lived up to all of the training rules, that you have practiced to the best of your ability every day, and that you have participated in the activity “all out,” you can keep your self-respect and your family can be justly proud of you--win or lose.

**Responsibility to Younger Students:** The younger students are watching you. They know who you are and what you do. The older, upper-classmen athletes and participants are role models for the underclassmen, siblings, and other children in our community. Make them proud. Be an example. They will copy you in many ways. Set good examples for them.

### **CODE OF CONDUCT RULES, MISDEMEANORS, and VIOLATIONS**

As an athlete or co-curricular participant, it must be understood that this Code of Conduct program is not designed to be a reactive punishment but a proactive deterrent to your involvement in risky and dangerous behaviors. It is also to ensure that you have the best opportunities to succeed in your sport and to learn the valuable lessons that athletics can teach. Your mental and physical well-being is essential to your safety and success, and we want you to reach your full potential. Therefore, we are asking you to become an active part of the solution, not to be part of the problem.

### **ATTENDANCE**

To be eligible for participation in an activity (practice or event), a student must be in school all day. The only exceptions to this are:

- Medical appointments
- College visits
- Driver's Test
- Family emergencies approved by the Principal
- Extenuating circumstances approved by the Principal

These exceptions should be communicated to the Principal prior to the student's absence when possible. A student-athlete or co-curricular participant who is suspended or expelled from school shall be barred from participation in all competitions and appearances during that period of time.

**Tardies** - If a student is marked tardy at the start of the school day, the student will be ineligible for practice or competition that day. If a student is tardy in the middle of the school day, not away from school, it will be handled through the normal systems (three tardies equals a detention after school), which would impact practice but not games.

### **ACADEMIC ELIGIBILITY**

To be eligible for participation in an activity, a student must be passing all classes. A student will become academically ineligible when the following conditions apply:

- **Official Grading Periods**
  - At the conclusion of any official grading period, as defined by the school's academic calendar, any student who is failing one class will be ineligible for competition and will serve a minimum 15 scheduled school day suspension from competition. The student will remain on probation for the next grading period. To regain eligibility after the suspension, the student must be passing all classes, with weekly grade checks by the principal or athletic director for the remainder of that grading period. To remain eligible, the student must continue to pass all classes during probation. If the student is not passing, they will remain ineligible until their grades are brought to a passing level.
  - Any student who is failing more than one class at the conclusion of an official grading period will be suspended from both competition and practice for a minimum of 15



scheduled school days. The student will be placed on probation for the next grading period. To regain eligibility, the student must be passing all classes, with weekly grade

checks by the principal or athletic director for the remainder of that grading period. The same probation requirements apply.

- **Mid-Term or Progress Reports**

- If a student is failing one class at a mid-term or progress report, they will have 15 scheduled school days to raise all grades to a passing level. If they are still failing any class after that time, they will be suspended from competition and placed on probationary status for the remainder of the grading period. Weekly grade checks by the athletic director will be conducted for the remainder of that grading period. The student must be passing all classes during probation to remain eligible. If they are not passing, they remain ineligible until their grades are passing.
- If a student is failing more than one class at a mid-term or progress report, they will be suspended from both competition and practice for a minimum of 15 scheduled school days and placed on probation for the remainder of that grading period. To regain eligibility after the suspension, the student must be passing all classes, with weekly grade checks by the principal or athletic director. The same probation requirements apply.

- **Beginning of the School Year**

- At the beginning of any school year, the maximum ineligibility period for academic reasons will be the lesser of:
  - 21 consecutive calendar days starting with the earliest allowed competition date in a given sport, or
  - One-third of the maximum number of games/meets allowed in that sport (rounded up if necessary).

- **Incomplete Grades**

- Any student receiving an Incomplete (I) for a course will have one week after the end of the grading period or mid-term to resolve the incomplete. After one week, any unresolved incomplete will be treated as an F for eligibility purposes, as outlined in this code.

## **PROPERTY**

Students are responsible for any school property that is issued to them. Misuse of the property can result in paying for the replacement cost of the damaged equipment and/or possible suspension from the activity the student is participating in.

## **PROHIBITION ON THE USE, DISTRIBUTION, AND/OR ASSOCIATION WITH ILLEGAL DRUGS, ALCOHOL, AND TOBACCO**

Students involved in co-curricular activities at Pepin Jr.-Sr. High School shall not **at any time (12-month, year-round)** use, have in their possession, distribute, or be in association with the illegal use of drugs or drug paraphernalia. (Drugs are defined as tobacco, alcohol, illegal drugs, marijuana, synthetic drugs, e-cigarettes (or similar devices), performance enhancing drugs, or medications without a prescription or use not in accordance with prescription directions.)

- For the purposes of this code, “Association” with drugs, narcotics, alcohol, and tobacco or other illegal activities is defined as follows:

*Students are not allowed to attend gatherings where they are in the presence of and/or associating with the illegal use and/or possession of illegal substances (alcohol, tobacco, or drugs) or where other illegal activities are taking place by others. (Association means being in*



*direct contact with an illegal act, i.e., being at a party where illegal consumption of alcohol, tobacco, or other drugs is occurring. It also includes standing in a group of people who are illegally consuming alcohol, tobacco, or drugs.*

*Students who find themselves at a party or in the presence of illegal activities as outlined above and do not leave or make every effort to leave the premises or party will receive a code violation as stated above.*

Exceptions to this definition are: family/relative or special gatherings, e.g., weddings, graduation parties, family reunions. If there is any doubt, please contact the school. **These exceptions do not, however, allow the use of alcohol or drugs by any student under this code.**

\* For the purposes of this code, “illegal drugs” include use and/or possession of prescription drugs (controlled substances) and paraphernalia that are not issued to the student by a doctor.

### **Honesty Clause:**

1. The athlete shall be truthful.
2. The athlete shall be forthcoming with information.
3. The athlete shall not be deceptive or untruthful.
4. The athlete/co-curricular participant shall be cooperative.

If a Pepin Area School District administrator or athletic director has a reasonable suspicion that a specific student may have violated the district's Code of Conduct, he/she may question that student about a possible violation. In responding to any such questioning about his/her personal actions, it is expected that the student will answer truthfully. Also, during the questioning process, a student may not attempt to mislead or misrepresent himself/herself, which may impede the investigation. If a student's answer is subsequently found to be untrue, disciplinary action/penalty will be doubled. (Example: a half-season suspension will become a full season.)

- A. **First Offense** - Suspended from competition for 50 percent of all regular season events for those activities the student is involved in following the offense. The student can have the suspension reduced to 25 percent of all regular season events for those activities that the student is involved in following the offense if they participate in the Student Assistance Program (SAP) as administered by the school. (The WIAA Tournament Series will count as one event. Code violations will carry over into the next season the student participates in, and if needed, the code violation will carry over into the next school year.)

**First Offense Self-Referral** - A student may do a self-referral to a school administrator, coach/advisor, guidance counselor, or athletic director and request help with a drug, alcohol, or tobacco problem, and will not serve a suspension under the following guidelines:

1. A student cannot self-refer himself/herself to get out of a code violation that has:
  - already come to the attention of a school official or witnessed by a school official - or -
  - police action has been taken toward the individual - or -
  - a responsible eyewitness has brought the information regarding the situation to a school official – or -
  - the student's role in the incident is already in the school's investigation stage of due process.

This determination will be made at the sole discretion of the school administration.
2. The student has a 72-hour window of opportunity to self-refer himself/herself after a code-violating event.
3. A self-referral is considered a one-time option for a student who has not had any code violations.



4. A self-referral is considered a first offense without suspension. Any code violation after a self-referral will be the student's second offense and will be enforced at that level in the code.
- B. **Second Offense** - The second offense will result in a full season suspension of activities the student is involved in following the offense. The student can have the suspension reduced to 50 percent of a season if the student agrees to and completes an AODA evaluation (and all follow-up requirements from the evaluation) from an outside agency. Families will be responsible for the expense of the evaluation.
- C. **Third Offense** - Third and successive violations of any kind will result in a twelve-month suspension from the date of the violation. An AODA evaluation (and all follow-up requirements from the evaluation) from an outside agency will be required in order to regain eligibility following the suspension period. Families will be responsible for the expense of the evaluation.
- D. If a student is suspended from competition at the start of a WIAA tournament series, he/she is suspended from all play for the entire tournament.
- E. If a student fails to complete the season in an activity, the penalty shall remain in full effect for the next season of participation.
- F. If an athlete chooses to serve a suspension in a new sport, the athlete must fully participate in that sport season, beginning from the first day of practice through the end of the season. Failure to comply with this requirement will NOT satisfy the athlete's suspension.
- G. A student-athlete who has a code of conduct violation will not be eligible for either a nomination or be the recipient of any conference award at the conclusion of the season in which the violation was served. The athlete will also not be eligible for any team or coach's award, such as Most Valuable Player, Most Improved, etc. An athlete may receive a team award based on a statistical award, such as Most Rebounds or best batting average, etc. The athlete will be allowed to receive any WIAA Tournament series award.
- H. Any student-athlete who has a code of conduct violation will not be allowed to serve as a team captain for any team for one calendar year (365 days) beginning on the date the violation was substantiated by the Athletic Director.

#### **INAPPROPRIATE BEHAVIOR (Code of Conduct)**

A student may have his/her participation privileges suspended by an administrator or by the coach/advisor with the approval of the administration as a result of any criminal or inappropriate behavior. Respect, courtesy, manners, and good sportsmanship are basic to good citizenship and shall form the basis for all behavior. Since athletes represent the school in public, their behavior frequently determines the opinion outsiders have of the school and community. It is expected that the conduct of student-athletes will be exemplary at all times. Below is a partial list of examples that are considered behavior unbecoming of an athlete:

- Unexcused absences
- Academic dishonesty
- Bullying/Harassment/Hazing/Cyberbullying
- Vandalism or Property Destruction
- Poor sportsmanship includes: name-calling, obscene gestures, and/or fighting.
- School suspensions





- Hazing/Initiation Ceremony: Pepin Schools will not permit, nor will any athlete stage, any type of “initiation ceremony” or hazing for athletes at any time and on any level. This prohibition includes locker/shower pranks, etc.
- Engaging in or being an accomplice to any other immoral or unacceptable conduct contrary to the philosophy of the Athletic Code, the regulations within WIAA, or the ideals, principles, and standards of the Pepin School District.

#### **Appeals**

If a student wishes to challenge a suspension, he/she (and his/her parent/guardian) may meet with a panel that includes the Athletic Director(s), Principal(s), his/her coach, and one other staff person outside of athletics/activities chosen by the District Administrator to review the charge. If

the student wishes to further appeal the charge, the District Administrator will meet with the parties involved, review the charges, and make a final decision. The student will remain ineligible for competition during the appeals process.

#### **CODE VIOLATIONS FOR STUDENTS INVOLVED IN MULTIPLE NON-ATHLETIC OR CO-CURRICULAR ACTIVITIES:**

This includes, but is not limited to, Dance Team, Swing Choir, Jazz Band, Honors Bands, Forensics, Solo/Ensemble, School Plays, School Musicals, FFA, FCCLA, FBLA, Homecoming Representatives, and Prom Representatives.

##### **A. First Violation**

The student shall lose eligibility for half of the public performances or a minimum of one public appearance in all current activities in which the student is a participant. With voluntary SAP participation, the suspension will be for the first calendar performance, which will represent the one public performance for which the student will be ineligible. The student must agree to see the SAP coordinator and follow his/her recommendations satisfactorily.

##### **B. Second Violation**

The student shall lose eligibility for all of the public performances in any given school year or a minimum of 1 performance in all current activities in which the student is a participant. With voluntary SAP participation, the suspension will be reduced from all public performances to ½ the public performances or a minimum of 1 public performance in each activity.

##### **C. Third Violation**

The student shall be declared ineligible for one year from the date of verification.

#### **CODE VIOLATIONS FOR ELECTED STUDENT REPRESENTATIVES:**

This includes Student Council Members and Class Representatives. The elected student representatives shall forfeit his/her privilege to represent the student population for the remaining portion of the current school year. The student would be eligible to be re-elected by his/her peers to serve as an elected representative for the following school year.

#### **DUAL SPORTS**

1. Dual Sports is when a student-athlete wishes to participate in two sports during the same season. He or she must designate a primary sport, preferably before the beginning of the first appointed date of practice set by WIAA for the season of participation.
2. A primary sport is defined as a sport that takes precedence over another sport if there is a conflict of schedule or any other matter that could lead to a conflict. The student must adhere to the primary sport in the event of any schedule conflicts. If one sport has a contest and the other has practice, the contest will take precedence.



3. The student must practice in both sports, but the amount of practice time must meet the agreed requirements of the head coaches of those sports involved.
4. A mandatory meeting needs to be held with the individual coaches of each sport, the student-athlete, parent(s)/guardian(s), and the high school principal and/or athletic director. Participation can then be approved after that meeting and a signed dual sports contract by the primary coach, secondary coach, student-athlete, parent(s)/guardian(s), and the high school principal and/or athletic director.
5. Leading up to each season, each school's athletic director will send out a survey to determine student-athletes who wish to participate in dual sports. Those student-athletes who express interest will then meet directly with the athletic director, and the athletic director will also reach out to the parent(s)/guardian(s). Before finalizing participation in dual sports, a final meeting will occur with the coaches of each sport, the athletic director, the student-athlete, and parent(s)/guardian(s).





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## Agreement Form

**We have reviewed the Pepin Middle & High School Athletic Code, and my child and I agree to abide by the regulations put forth in it.**

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**Student Signature**

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**Date**

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**Parent/Guardian Signature**

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**Date**

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**Parent/Guardian Signature**

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**Date**

**(No athlete will be allowed to begin practices without completed signatures on this form.)**